

**OFFICE OF THE ADJUTANT GENERAL  
Virginia National Guard  
Building 316, Ft Pickett  
Blackstone, VA 23824-6316**

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**STATEWIDE AIR AGR VACANCY ANNOUNCEMENT**  
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**VIRGINIA AIR NATIONAL GUARD MILITARY TOUR NOTICE – ACTIVE  
GUARD/RESERVE (AGR) #05-17, 13 September 2005**

**POSITION TITLE AND UNIT:** Flight Services Specialist, 192d FW, VaANG

**GRADE:** SRA/E-3 - MSgt/E-7

**TOUR LENGTH:** 1-6 years

**PROJECTED DATE OF ENTRY:** To be determined

**DUTY STATION:** 192d Fighter Wing, Sandston, VA

**COMPATIBLE MILITARY ASSIGNMENT:** AFSC 1C0X1, 1C0X2, 1C3XX

**PROGRAM/CONVERSION REFERENCE:** GS-09, PD# 80312000

**ELIGIBILITY OF FEMALES:** Yes

**OPENING DATE:** 13 September 2005

**CLOSING DATE:** 12 October 2005

**ACTIVE GUARD/RESERVE ELIGIBILITY REQUIREMENTS:**

1. Individuals must meet the basic eligibility criteria as stated in ANGI 36-101, Chapter 2. Member must possess outstanding appearance, military bearing, and conduct with no history of disciplinary action. Member must possess the award skill level in the compatible AFSC commensurate with their rank. AGR applications with the required AFSC will be considered, if selected, applicants without the required AFSC must sign an agreement to retrain in accordance with applicable retraining instructions.
2. Applicants military grade cannot exceed the maximum grade authorized on the SPMD for the position and ANG Grade Compatibility Table.
3. Must be a member of the VaANG and have sufficient time on enlistment contract to cover length of tour.
4. Applicants for the AGR program should be able to complete 20 years of active federal service prior to reaching mandatory separation date (i.e. age 60). Personnel may be placed in AGR status for occasional, one-time tours, or for a probationary period established by the Adjutant General, not to exceed 6 years. Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation must complete a Statement of Understanding (if recommended for the position), necessary in requesting waiver of this requirement by the Adjutant General or Air National Guard.

## **ADDITIONAL REQUIREMENTS:**

1. Except for mobilization or other emergency, member accepted for tour will not be subject to permanent change of duty location without his/her consent. Retention in the program will be subject to continued satisfactory performance as determined by the supervisor and/or commander.
2. Existing ANG promotion policies apply and grade ceilings established by ANGI 36-101.
3. At the option of supervisor/nominating official, applicants are subject to personal interview upon notification of time and place. Necessary travel is at applicant's expense.

**DESCRIPTION OF DUTIES:** Provides preflight briefings to military and civilian aircrews, including those of foreign governments and civilian contractors on CONUS/International Civil Aviation Organization (ICAO) flight plans. Furnishes pilots with full range of necessary information pertinent to planning and completing their intended flight safely and assists them in making preflight decisions and calculations when required. Reviews and evaluates proposed flight plans for technical accuracy and compliance with USAF, FAA, DOD and ICAO directives. Ensures flight plan information is in proper format prior to processing plans into the FAA flight planning Aeronautical Information System (AIS). Performs quality control on proposed flight plans with aircrews and provides special briefings to pilots of civilian and non-DOD government aircraft on flight planning procedures. Briefs aircrews on air traffic control, noise abatement, and Bird Aircraft Strike Hazard (BASH) procedures to include special departure procedures, radar departures, communications requirements and airfield conditions and restrictions. Ensures aircrews are briefed on Foreign Clearance Guide requirements for OCONUS flight operations. Briefs pilots on alternate airfields' facilities, status and limitation of navigational aids, restricted areas, radio frequency changes, call letters, airfield obstructions, and other information necessary to accomplish the flight safely. Through the use of air-to-ground communications, communicates with pilots in flight with information regarding flight plans; clearances; advisories on local, enroute, and destination airfield conditions; messages; and other data effecting safety of flight. Schedules and coordinates use of military special use airspace/facilities including air refueling areas, military operating areas, and landing and drop zones. Determines appropriate action in implementing emergency, Quick Reaction Checklist (QRCs), and operations plans. Is Subject to Air Traffic Systems Evaluations IAW applicable Air Force, MAJCOM, and NGB directives. Inspects or ensures the inspection of ANG tarmac parking and Federal taxi ways daily (or more often as required) for such flying safety hazards as: foreign object debris, violations of lateral clearance criteria, and hazards to landing, take-off, taxing or parking areas. Performs other duties as assigned.

**APPLICATION PROCEDURES AND REQUIRED DOCUMENTATION:** Interested members may apply by submitting a completed NGB Form 34-1 direct to: OFFICE OF THE ADJUTANT GENERAL, VIRGINIA NATIONAL GUARD, ATTN: JFHQ-VAHR-M, BUILDING 316, FT PICKETT, BLACKSTON, VIRGINIA 23824-6316. NGB Form 34-1 CAN BE OBTAINED FROM THE Base Personnel Office. (Military Personnel Flight). **No faxed applications will be accepted.**

## **THE FOLLOWING DOCUMENTATION MUST ACCOMPANY EACH APPLICATION:**

**In-State:** NGB Form 34-1 and RIP

**EEO POLICY STATEMENT:** Consideration for this position will be without regard to sex, age, handicap (except where required by military regulations), race, color, national origin,

religion, lawful political affiliation or membership/non-membership in an employee organization.

Additional information: Contact VAHR-M at commercial (434) 298-6330 or DSN: 438-6330 or Ltc Mark A. McCauley (804)236-6430 or DSN: 864-6430.

This announcement will be posted on official bulletin boards throughout the area of consideration through the closing date.

All applications must be received in the Human Resource Office before the close of business by the closing date specified on the announcement. Applications received after the closing date will not be considered.

FOR THE ADJUTANT GENERAL

//signed//  
DAVID A. ARCHER  
COL, AD, VaARNG  
Human Resource Officer